

JOINT FORCES HEADQUARTERS KANSAS







NATIONAL GUARD FEDERAL HUMAN RESOURCE OFFICE BULLETIN

2722 SW Topeka Blvd. Room 136 (North Side), Topeka, KS 66611

January-February 2011



Happy New Year





Employee Development HRO is Committed to Offering Quality Training to Our Employees Upcoming Training

Submitted by Dottie Clark Employee Development Specialist



Below are dates for Technician Supervisor Courses, Career Planning & Pre-Retirement Seminars. Seminars will be offered at the Nickell Armory, Topeka, KS.

Reminders will be sent out approximately 30 days prior to training events.

Employees that supervise technicians. It is MANDATORY for all NEW supervisors. Veteran supervisors will attend every 3 years to get acquainted with new policies and procedures and to brush up on current information.

8-10 February, 2011

12-14 April, 2011

13-15 September, 2011

16-18 November, 2011

For questions please contact Dottie Clark at (785) 274-1185



Career Planning Seminars (Target Audience):

Submitted by Bobbi Harvey Human Resources Specialist/Employee Services

Career Planning: Technicians with 1-15 years of Federal Service



Pre-Retirement: Technicians that are within 5 years of Federal Retirement

Seminar Dates:

Pre-Retirement Seminar: 22 & 23 February, 2011 1 Day Career Planning, 24 Or 25 February, 2011

Pre-Retirement Seminar: 20 & 21 September, 2011 1 Day Career Planning, 22 or 23 September, 2011

If you have any questions, please contact Bobbi Harvey at (785) 274-1172



Bulletin Index

Page 3:

Medical Care for On-the-Job-Injuries (for Topeka, KS area)

Employee Traumatic Injury Checklist

Page 4:

New Benefits Service Center for National Guard Technicians

New Lifecycle Fund on the Block

Pages 5-7:

Employee Benefits Information System (EBIS) Quick-Guide to Accessing Online

Page 8:

Retirements for the Months of November 2010, December 2010, and January 2011

2011 Federal Holidays

Page 9:

Temporary Decrease in the Social Security Employee Tax Rate

Weingarten Notice (Representation Rights)

Page 10:

The Nobel Peace Prize 1964, Martin Luther King Jr., Biography

Page 11:

Human Resource Office Contact Page





Medical Care for On-the-Job-Injuries (for Topeka, KS area)

Submitted by MSgt Robin Lewis Human Resource Specialist

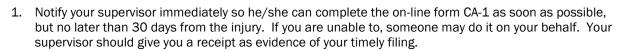
As a federal employee you are allowed to receive treatment at any facility you choose, however to help minimize paperwork and unnecessary headaches, we currently recommended the below location, where a member can receive medical care, that is already enrolled with ACS and have experience with OWCP claims:

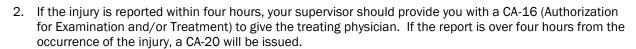
Stormont-Vail WorkCare 1504 SW 8th Ave. Topeka, KS 66604 (785) 270-8605

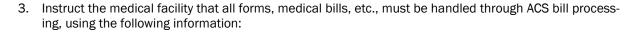


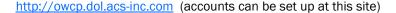
Employee Traumatic Injury Checklist

Submitted by MSgt Robin Lewis Human Resources Specialist









Once the provider account has been established the providers can then use the following phone numbers:

(850) 558-1818 to speak with a Customer Service Representative

(866) 335-8319 automated

- 4. If the hospital or doctor's office contacts you for payment of bills after they have submitted them to the above, contact MSgt Robin Lewis, Employee Benefits for assistance, by calling (785) 274-1206 or DSN 720-8206, or email: robin.lewis3@us.army.mil
- 5. Supervisors, please give the Light Duty Memo to the treating physician so they understand the Kansas National Guard policy that Federal employees need to be kept in a working capacity if possible following an injury.
- 6. Supervisors may access the OWCP Checklist and Light Duty Memo on our web site at http://www.kansastag.gov/ Click on Careers tab, Federal HRO, "here" for on-board personnel (bottom of page), Employee Benefits (right side), OWCP (Checklist and Light Duty Memo links are on this page).









New Benefits Service Center for National Guard Technicians

Submitted by Bobbi Harvey
Human Resource Specialist/Employee Benefits



Effective 1 October 2010, ABC-C became the new benefits service center for National Guard Technicians. Go to www.abc.army.mil to access your Employee Benefits Information System or call the IVRS Automated Telephone System at 1-877-276-9287.

Review your Federal Employment & Performance data on "MyBiz" at: https://compo.dcpds.cpms.osd.mil/.

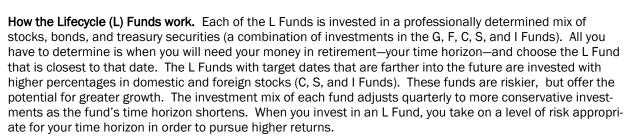
New Lifecycle Fund on the Block

Submitted by Bobbi Harvey
Human Resource Specialist/Employee Benefits

The L 2010 Fund will close on December 31, 2010, and the new Lifecycle fund, the L 2050 Fund, will be launched on January 31, 2011!



When one of the L Funds reaches its time horizon (or final asset allocation), it is retired. The investments in the fund are rolled into the L Income Fund, and a new fund with a more distant time horizon is introduced. The L 2010 Fund reached its final asset allocation this past July and will retire on December 31, 2010. This will make way for the introduction of the new L 2050 Fund.



The L 2050 Fund. As the L Fund with the most distant time horizon, the L 2050 Fund will focus more on growth than on the preservation of assets. It will therefore have the most aggressive investment mix of all the L Funds, with higher percentages in domestic and foreign stocks (the C, S, and I Funds), and lower percentages in Government securities and bonds (the G and F Funds). Like all the L Funds, as the L 2050 Fund ages, its investment mix will gradually shift to more conservative investments.

The initial share price for the L 2050 Fund will be \$10.00.

Who should invest in the L 2050 Fund? Generally speaking, you should invest in the L 2050 Fund if you are looking for broad diversification of your investments and you expect to need your money in 2045 or later. The L Funds are designed so that 100% of your TSP account can be invested in the single L Fund that most closely matches your time horizon. Some participants who are currently invested in the L 2040 Fund may want to consider moving to the L 2050 Fund if that time horizon is more appropriate to their target retirement date.



Getting In. Beginning at 12 noon Eastern time on January 28, 2011, participants will be able to begin making contribution allocations and inter-fund transfers into the L 2050 Fund through the My Account section of the TSP website or by calling the ThriftLine. These elections will become effective on January 31, 2011, the opening date of the Fund.







Employee Benefits Information System (EBIS) Quick-Guide to Accessing Online

Submitted by CMSgt Lynn McConnell PSM Manager

EBIS is an online benefits program that has been implemented for Federal Civilian Technicians to be able to have access to "real-time" updates of employee benefits and retirement actions as well as ABC-C production information.

Individual Employees can View/Update benefits data Online. Common changes include but are not limited to:

- Federal Employee Health Benefits (FEHB)
- Federal Employees Dental and Vision Insurance Program (FEDVIP)
- Flexible Spending Accounts (FSAFEDs)

The following slides will show you how to access EBIS for the first time and explains some of the icons on the main EBIS screen

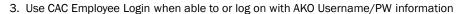


- 1. Enter https://www.abc.army.mil
- 2. Go to right of the ABC-C screen shown below and click on 'EMPLOYEE BENEFITS INFORAMTION SYSTEM' (EBIS)

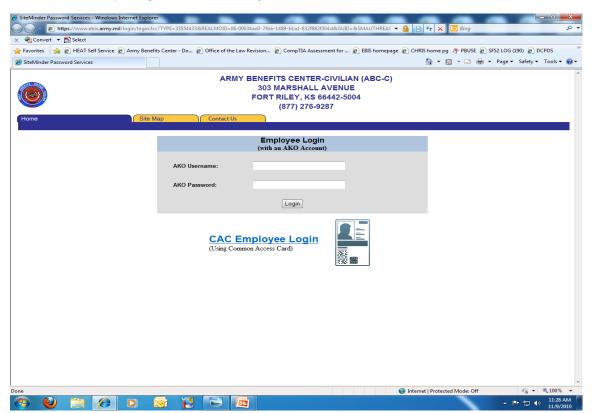






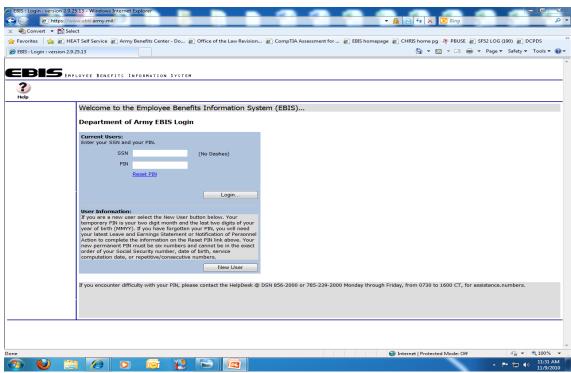








- 4. Read Text and scroll down. IMPORTANT: First Time users, Your TEMPORARY PIN is your two digit month and the last two digits of your year of birth (MMYY)
- NOTE: System should ask you to reset your PIN to a 6 digit PIN if you entered your TEMPORARY PIN correctly.

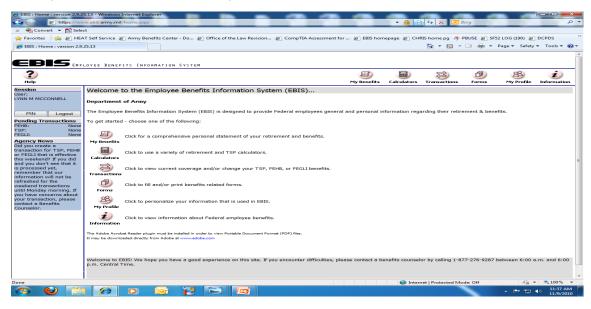






If you entered all your data correctly, you should be directed to the EBIS main screen as shown below.

- My Benefits icon 1ST Time User should print the summary of MY BENEFITS to see current benefits captured in EBIS
- Calculators icon used to prepare multiple retirement estimates. You can use multiple dates and variations for FEHB/FEGLI
- Transactions icon used to complete your health, life insurance, TSP and TSP catch up elections
- Forms icon location of retirement related forms in EBIS which automatically populates your administrative data on each form
- · My Profile icon Entries are manually entered and computations are based on personal input





Questions regarding EBIS

Contact the Army Benefits Center - Civilian toll free at 1-877-276-9287

Mon thru Fri 6am to 6pm CT

NGKS-HRO Contacts:

Bobbi Harvey, DSN 720-8172, Comm (785) 274-1172 MSgt Robin Lewis, DSN 720-8206, Comm (785) 274-1206 MSgt Kathy Thornton, DSN 720-8187, (785) 274-1187





Retirements for the months of November 2010, December 2010, and January 2011.

Submitted by MSgt Robin Lewis Human Resource Specialist

The following Technicians have recently retired. We appreciate their many years of service and wish them the best in their retirement.

Army

Frank Asebedo, 30 December 2010 Lester Gellhaus, 30 December 2010 Harold Wellmeier, 1 December 2010



Air

Keith Adams, 29 November 2010 Barry Hofflinger, 3 January 2011 Keith Langhart, 3 January 2011 Gerald Singer, 13 November 2010 Martin Tennison, 3 December 2010

2011 FEDERAL HOLIDAYS



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JANUARY: 1 NEW YEAR'S 17 MLK DAY

FEBRUARY w т

FEBRUARY: 21 WASHINGTON'S B-DAY

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JULY: 4 INDEPENDENCE DAY

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OCT: 10 COLUMBUS DAY

NOVEMBER w

NOV: 11 VERTERAN'S DAY 24 THANKSGIVING

SEPT: 5 LABOR DAY



DEC: 26 CHRISTMAS

Temporarily Decrease in the Social Security Employee Tax Rate

Submitted by Bobbi Harvey
Human Resource Specialist/Employee Services



The "Tax Relief, Unemployment Insurance Reauthorization, and Job Creation Act of 2010" provides that during 2011 the Social Security employee tax rate will be temporarily decreased from 6.2% to 4.2%. The temporary reduction in the Social Security tax rate will not affect the employee retirement contribution rates for employees under the Civil Service Retirement System (CSRS), CSRS-offset, or the Federal Employees' Retirement System. As a result, CSRS-offset and FERS employees will see their payroll deductions decrease by 2% up to the 2011 Social Security maximum taxable income of \$106,800 (unchanged from 2010). There will be no deduction change based on this Act for CSRS employees.

What is the effect of the Social Security tax change for employees under CSRS? Since they do not pay Social Security, this Social Security change does not benefit them and there will be no change in their retirement deductions.

What is the effect of the Social Security tax change for employees under CSRS-offset? Their Social Security tax will be reduced by 2% and there will be no change in their retirement deductions.

What is the effect of the Social Security tax change for employees under FERS? Their Social Security tax will be reduced by 2% and there will be no change in their retirement deductions.

Weingarten Notice (Representation Rights)

Submitted by SMSgt Keith Guffy Labor Relations Specialist



Agencies are required to inform bargaining unit employees of their right to representation during examinations in connection with an investigation. The right stems from Title 5 United States Code Section 7114(a)(3) and Supreme Court decision, NLRB v. J. Weingarten Inc (1975).

Under Title 5, United States Code, section 7114(a)(2)(B), an employee being examined in an investigation (an investigatory examination or interview) is entitled to union representation if the examination is conducted by a representative of the agency, the employee reasonably believes that the examination may result in disciplinary action, and the employees asks for representation.



Specifically, the reference states:

- "(2) An exclusive representative of an appropriate unit in an agency shall be given the opportunity to be represented at---
 - (B) any examination of an employee in the unit by a representative of the agency in connection with an investigation if---
 - (i) the employee reasonably believes that the examination may result in disciplinary action against the employee; and
 - (ii) the employee requests representation."

This right is commonly referred to as the "Weingarten" right, based on the U.S. Supreme Court's private sector labor decision in *NLRB v. J. Weingarten, Inc.*, 420 U.S. 251 (1975). Upon a valid request for union representation from the employee, management has three options:

- (1) Grant the request and notify the union that a meeting to examine a bargaining unit employee is going to take place and that the employee has requested union representation;
- (2) Continue the investigation without interviewing the employee; or
- (3) Offer the employee a clear choice to either continue the interview without representation or have no interview.



Questions concerning these rights should be directed to Labor Relations at 785-274-1162.

The Nobel Peace Prize 1964 Martin Luther King Jr.

Submitted by SFC Francisca Jimenez EO/EEO Specialist







Martin Luther King, Jr., (January 15, 1929-April 4, 1968) was born Michael Luther King, Jr., but later had his name changed to Martin. His grandfather began the family's long tenure as pastors of the Ebenezer Baptist Church in Atlanta, serving from 1914 to 1931; his father has served from then until the present, and from 1960 until his death Martin Luther acted as co-pastor. Martin Luther attended segregated public schools in Georgia, graduating from high school at the age of fifteen; he received the B. A. degree in 1948 from Morehouse College, a distinguished Negro institution of Atlanta from which both his father and grandfather had graduated. After three years of theological study at Crozer Theological Seminary in Pennsylvania where he was elected president of a predominantly white senior class, he was awarded the B.D. in 1951. With a fellowship won at Crozer, he enrolled in graduate studies at Boston University, completing his residence for

the doctorate in 1953 and receiving the degree in 1955. In Boston he met and married Coretta Scott, a young woman of uncommon intellectual and artistic attainments. Two sons and two daughters were born into the family.

In 1954, Martin Luther King became pastor of the Dexter Avenue Baptist Church in Montgomery, Alabama. Always a strong worker for civil rights for members of his race, King was, by this time, a member of the executive committee of the National Association for the Advancement of Colored People, the leading organization of its kind in the nation. He was ready, then, early in December, 1955, to accept the leadership of the first great Negro nonviolent demonstration of contemporary times in the United States, the bus boycott described by Gunnar Jahn in his presentation speech in honor of the laureate. The boycott lasted 382 days. On December 21, 1956, after the Supreme Court of the United States had declared unconstitutional the laws requiring segregation on buses, Negroes and whites rode the buses as equals. During these days of boycott, King was arrested, his home was bombed, he was subjected to personal abuse, but at the same time he emerged as a Negro leader of the first rank.



In 1957 he was elected president of the Southern Christian Leadership Conference, an organization formed to provide new leadership for the now burgeoning civil rights movement. The ideals for this organization he took from Christianity; its operational techniques from Gandhi. In the eleven-year period between 1957 and 1968, King traveled over six million miles and spoke over twenty-five hundred times, appearing wherever there was injustice, protest, and action; and meanwhile he wrote five books as well as numerous articles. In these years, he led a massive protest in Birmingham, Alabama, that caught the attention of the entire world, providing what he called a coalition of conscience. and inspiring his "Letter from a Birmingham Jail", a manifesto of the Negro revolution; he planned the drives in Alabama for the registration of Negroes as voters; he directed the peaceful march on Washington, D.C., of 250,000 people to whom he delivered his address, "I Have a Dream", he conferred with President John F. Kennedy and campaigned for President Lyndon B. Johnson; he was arrested upwards of twenty times and assaulted at least four times; he was awarded five honorary degrees; was named Man of the Year by *Time* magazine in 1963; and became not only the symbolic leader of American blacks but also a world figure.

At the age of thirty-five, Martin Luther King, Jr., was the youngest man to have received the Nobel Peace Prize. When notified of his selection, he announced that he would turn over the prize money of \$54,123 to the furtherance of the civil rights movement.

On the evening of April 4, 1968, while standing on the balcony of his motel room in Memphis, Tennessee, where he was to lead a protest march in sympathy with striking garbage workers of that city, he was assassinated.

Biography information compliments of the NAACP website on Martin Luther King, Jr.





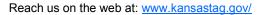


Federal Human Resource Office Staff Contacts 2722 SW Topeka Blvd. Room 136 **Topeka, KS 66611**

Commercial Fax: (785) 274-1604

Col Kathryn Hulse	Human Resource Officer	x1181	Rm 142
LTC Roger Krull	Deputy HRO Officer	x1167	Rm 141
SMSgt Keith Guffy	State Labor Relations Specialist	x1162	Rm 140
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MANPOWER DIVISION			
Maj Shelly Bausch	Chief, Manpower	x1982	Rm 138
CMSgt Lynn McConnell	Personnel Systems Manager	x1165	Rm 136
SGT Jason Collier	Personnel Systems Assistant	x1163	Rm 136
MSgt Tammy Wells	Classification Specialist	x1161	Rm 136
MSG Lyle Babcock	Management Analyst	x1941	Rm 136
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EMPLOYEE SERVICES DIVISION	l		
Maj Julie Burns	Chief, Employee Services	x1170	Rm 137
Bobbi Harvey	Employee Benefits Specialist	x1172	Rm 136
MSgt Robin Lewis	Human Resource Specialist	x1206	Rm 136
MSgt Kathy Thornton	Human Resource Assistant	x1187	Rm 136
MSgt Terry Spangler	Staffing Specialist	x1160	Rm 136
OC Jennifer Walters	Staffing Specialist	x1184	Rm 136
TSgt Orlando Saucedo	Staffing Specialist	x1053	Rm 136
Dottie Clark	Employee Development Specialist	x1185	Rm 136
Michele Wright	Human Resource Assistant	x1180	Rm 136
3 1			
AGR BRANCH			
CW2 Morgan Davis	AGR Manager	x1182	Rm 135
SFC Katie Carnahan	AGR Staffing Specialist	x1186	Rm 136
MSG Chris Kuti	AGR Pay Specialist	x1636	Rm 136
MSgt Doug Roudybush	Tricare Specialist	x1164	Rm 136
SGT Daniel Forrest	AGR NCO	x1330	Rm 136
EEO/EO DIVISION	==0.=0.11		
CW3 Sandra Lashley	EEO/EO Manager	x1166	Rm 143
SFC Francisca Jimenez	EEO/EO Specialist	x1168	Rm 143
FAMILY PROGRAMS/WORKFOR	CE SUDDODT		
MAJ Robert Stinson	Chief, Workforce Support	x1183	Rm 105
Mary Nesbitt	Family Programs Director	x1171	Rm 101
Michelle Williams	Family Readiness Assistant	x1173	Rm 102
TSgt Deanna Davis	Family Programs Specialist	x1553	Rm 102
PFC Stephanie Hodges	Family Support Specialist Assistant	x1512	Rm 102
SGT Jennifer Gold	Yellow Ribbon Event Accountability Mgr.	x1512	Rm 102
Amanda Herlinger	State Youth Coordinator	x1491	Rm 102
Darcy L. Seitz	State Youth Coordinator	x1967	Rm 102
Bonnie Murdock	Military OneSource JFSAP	x1557	Rm 102
	Military Family Life Consultant		
Robert Johnson	wintary Farminy Life Consultant	x1129	Rm 104
TRANSITION BENEFITS			
Vacant	Transition Assistance Advisor	x1129	Rm 104
Howard Steanson	Transition Assistance Advisor	x1188	Rm 104
ESGR			

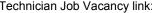




1.Careers Tab

Fred Waller

- 2. Federal HRO
- 3. Click "Here" for On-Board Personnel (Takes you to HRO Main Page)



Technician Job Vacancy link: http://kansastag.ks.gov/FED_jobs_tech.asp

x1559

1. Drop down menu (Choose job type from list)





Rm 104



ESGR Director